

**State of Michigan
CIVIL SERVICE COMMISSION
Public Meeting
September 24, 2008**

Present: Bryan J. Waldman, Chairman
Andrew P. Abood, Commissioner
Sherry L. McMillan, Commissioner
Thomas M. Wardrop, Commissioner
Janet McClelland, Acting State Personnel Director

1. CALL TO ORDER

The meeting of the Civil Service Commission was opened by Chairman Bryan J. Waldman at 10:08 a.m. in Conference Room A, Lower Level, Capitol Commons Center, 400 S. Pine Street, Lansing, Michigan.

A. Approval of Minutes

Chairman Waldman requested a motion to approve the minutes of the May 21, 2008 meeting. On motion duly made and supported, the Commission approved the minutes of the May 21, 2008, meeting.

B. Retirement Resolutions

On motion duly made and supported, the Commission adopted the following retirement Resolutions:

Debra Carr	Joseph Slivensky
Linda Garcia	Christy Somers
Kathy Gose	Louise Snow
Ila Nickerson	

2. AMENDMENTS TO AGENDA

There were no amendments to the agenda.

3. INFORMATIONAL REPORTS

A. Director's Report: The Commission received the following report from Acting State Personnel Director, Janet McClelland:

Unclassified Position Report

Since the last report, the following approvals were processed:

Department of Attorney General

A request dated August 8, 2008, to serve as Special Assistant to the Attorney General. Concurrently, the position of Constituent Relations Analyst position was abolished. The request was approved effective August 24, 2008.

Department of Education

A request dated September 4, 2008, to serve as the Administrative Aide to the Superintendent of Public Instruction. Concurrently, the Community Outreach Coordinator position was abolished. The request was approved effective August 24, 2008.

Department of State Police

A request dated May 22, 2008, to serve as a Deputy Director of the Field Services Bureau. The request was approved May 15, 2008.

A request dated May 29, 2008, to abolish the unclassified position of Deputy Director of the Administrative Services Bureau.

Regulations

Civil Service Commission Rules require that the State Personnel Director report to the Commission on the promulgation of regulations, which are issued to further implement Commission rules.

Regulation 3.13, Information Technology Programmer/Analyst Trainee Program (Effective May 18, 2008)

This regulation was used prior to the consolidation of information technology resources. With the existence of the Department of Information Technology, this regulation is now obsolete. Therefore, this regulation has been abolished.

Regulation 3.12, Return-To-Work Appointments (effective July 27, 2008)

Changes to this regulation clarify civil service processes with regard to the requirements for determining qualifications and appointments to classified positions when returning employees to active state employment from workers' compensation or long-term disability programs.

Premium Mileage Reimbursement Rate Change

Rule 5-7.1(c) provides that the state premium reimbursement rate shall be the standard mileage rate established by the IRS, unless otherwise ordered by the Civil Service Commission. Therefore, effective July 1, 2008, the state premium reimbursement rate increased from \$0.505 to \$0.585 per mile.

4. NEW BUSINESS

A. Approval of Secondary Collective Bargaining Agreements

General Counsel D. Daniel McLellan addressed the Commission on the approval of Secondary Collective Bargaining Agreements reached for the period from September 24, 2008 to December 31, 2010, as follows:

American Federation of State, County, and Municipal Employees Council 25, AFL-CIO (AFSCME) and Departments of Labor and Economic Growth, Human Services, and Military & Veterans Affairs.

International Union, United Automobile, Aerospace and Agricultural Implement Workers (UAW) and Departments of Attorney General, Information Technology, and Natural Resources.

Michigan State Employees Association, AFSCME Local 5 (MSEA), and Departments of Attorney General, Corrections, State, and Strategic Fund.

General Counsel McLellan indicated staff reviewed secondary agreements and did not identify any violations of the Commission's rules on prohibited subjects of bargaining.

On motion duly made and supported, the motion passed and the agreements were approved.

B. Letter of Understanding between OSE and MCO on overtime at Muskegon, Brooks, and West Shoreline correctional facilities

General Counsel McLellan addressed the Commission on the approval of the Letter of Understanding (LOU) to amend the primary collective bargaining agreement. The LOU permits bargaining unit members who have already worked 120 hours in a pay period to volunteer for overtime at three correctional facilities: Muskegon, Brooks, and West Shoreline.

General Counsel McLellan indicated staff reviewed the LOU and did not identify any violations of the Commission's rules on prohibited subjects of bargaining.

On motion duly made and supported, the motion passed and the LOU was approved.

C. Letter of Understanding between OSE and MCO modifying the collective bargaining agreement to allow pay protection for Corrections Officers transferring to Forensic Security Aide Positions

General Counsel McLellan addressed the Commission on the approval of the Letter of Understanding (LOU) to amend the primary collective bargaining agreement. The LOU permits bargaining unit members from select Department of Correction's facilities to transfer with pay protection to the Forensic Security Aide classification at the Center for Forensic Psychiatry for the Department of Community Health.

General Counsel McLellan indicated staff reviewed the LOU and did not identify any violations of the Commission's rules on prohibited subjects of bargaining.

On motion duly made and supported, the motion passed and the LOU was approved.

D. Letter of Understanding between OSE, UAW and MPE-SEIU on Jobs for Veterans Act

General Counsel McLellan addressed the Commission on the approval of the Letter of Understanding (LOU) to amend the primary collective bargaining agreement for the Human Services and Human Services Support Units. The LOUs address the use of a portion of the state's annual Veterans' Employment and Training Services grant allocation to cover training and other capacity building activities, in accordance with the Jobs for Veterans Act.

General Counsel McLellan indicated staff reviewed the LOU and did not identify any violations of the Commission's rules on prohibited subjects of bargaining.

On motion duly made and supported, the motion passed and the LOU was approved.

E. FY '08-09 Schedule of Travel Rates and changes to the Standardized Travel Regulations regarding meal receipts and reimbursement of deductibles

Ms. Joyce Van Coevering, with the Department of Management and Budget (DMB) addressed the Commission regarding travel expense reimbursement rates for FY '09. Ms. Van Coevering requested that the standard mileage rate increase from \$.349 to \$.0399, effective October 1, 2008. Additionally, in a memo from Director Lisa Webb Sharpe, DMB requested changes to the travel regulations which now will require receipts for meal reimbursement, and will provide reimbursement up to \$999.99 for deductibles in the event an employee's personal vehicle is damaged while being used for state business. A copy of the letter from Director Webb Sharpe is, by reference, a part of the record of this meeting.

On motion duly made and supported, the Commission approved the motion for travel expense reimbursement rates for FY '09, and changes to the DMB travel regulations.

F. Retiree Health Benefits

General Counsel McLellan addressed the Commission on the Interagency Memorandum of Understanding between the Michigan Civil Service Commission and the Department of Management and Budget regarding changes to retiree health benefits. He indicated effective October 1, 2008 those employees who retired on or after January 1, 1987 will see increases in co-pays for both retail and mail order prescription drugs. Those employees retired prior to January 1, 1987 will only see increases in co-pays for mail order drugs for a three-month supply. In addition, effective January 1, 2009, increases in office visit co-pays, a new emergency room visit charge if not admitted, and increase in deductibles will occur for all retirees.

Mr. Alan Kilar with UAW Local 6000 addressed the Commission noting for the record that UAW retirees should only have a two-tiered co-pay system similar to current UAW represented state employees.

Chairman Waldman indicated a request from the Department of Management and Budget and the State Personnel Director would be necessary in order for the Commission to address retiree health plan changes.

On motion duly made and supported, the motion passed and the Memorandum of Understanding was approved.

6. PUBLIC COMMENT

No public comment.

7. COMMISSION APPEALS

In a closed session conference call on August 20, 2008, the Commission considered 14 recommended decisions of the Employment Relations Board (ERB). In a closed session meeting on September 24, 2008, the Commission considered 6 ERB recommendations. Copies of the review sheets indicating the Commission's actions on these decisions are on file with the Civil Service Commission.

ADJOURNMENT

There being no further items for Commission approval or public comments to be heard, Chairman Waldman adjourned the meeting at 10:30 a.m.

NOTE

Copies of any written statements, reports, or staff proposals which were presented to the Commission may be obtained by contacting the Civil Service Commission, Executive Office, Capitol Commons Center, 400 S. Pine Street, P.O. Box 30002, Lansing, Michigan, 48909, or by telephone at 517-373-3020.

I, Janet McClelland, Acting State Personnel Director, hereby certify that the foregoing are the Minutes of the Civil Service Commission meeting of September 24, 2008.

Acting State Personnel Director